



Code: 9126
Family: Public Safety
Service: Public Safety
Group: Police Service
Series: Police General Duty

CLASS TITLE: POLICE TECHNICIAN

CHARACTERISTICS OF THE CLASS

Under supervision, a sworn member of the Chicago Police Department supports a range of confidential criminal and administrative investigations conducted by the Bureau of Organized Crime and other CPD Units. Police Technicians facilitate authorized and/or court-ordered consensual overhears, review and analyze digital evidence and electronic devices/mediums such as computers, servers, cameras etc. They are responsible for the maintenance, inventory, repair and tracking of electronic equipment used by the Bureau of Organized Crime; and performs related duties as required

ESSENTIAL DUTIES

- Installs, configures, maintains, and participates in inventory control, and tracking of all Electronic and Technical Support equipment including High voltage covert pole cameras and Global positioning devices
- Maintains covert pole cameras and conducts system repairs, as needed
- Configures camera and modems through network servers
- Retrieves video from crime scenes captured by pole and or security DVR systems for the Department and outside law enforcement agencies
- Utilizes specialized equipment to process and clarify audio and video data files
- Conducts facial recognition analysis through use of specialized technical equipment
- Produces still images for evidentiary purposes
- Fabricates covert equipment to best meet the needs of the Bureau of Organized Crime
- Trains staff assigned to the Bureau of Organized Crime in the use of specialized, technical and covert surveillance equipment
- Tracks, monitors, and inventories the use of body worn covert recording equipment
- Trouble shoots and maintains the equipment and data collected through covert system servers
- Identifies and recommends solutions to technological infrastructure problems or related issues
- Appears in court and presents expert testimony.

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- Be a Police Officer below the rank of Sergeant, have a minimum of five (5) years of continuous service as a Police Officer with the City of Chicago

Licensure, Certification, or Other Qualifications

- Must have a valid State of Illinois driver's license at the time of hire
- Must be a resident in the City of Chicago at the time of hire

- Must have a Firearm Owner's Identification (FOID) card issued by the State of Illinois at the time of hire
- Current on all required Department qualifications and e-learning modules
- A+, Network +, CCE, CFCE, MCSA or ENCE Certification, desirable

Physical Requirements

- Using muscular force to lift, carry, drag, push or otherwise move objects using strength in one's arms, hands, back, shoulders and/or legs
- Performing physical activities with skill, speed and balance efficiently and with little wasted motion
- Using the necessary force to restrain a person when making an arrest
- Quickly bending, stretching, twisting, or reaching out with one's body, arms, and/or legs
- Standing for extended or continuous periods of time
- Sitting for extended periods of time
- Walking for extended periods of time
- Safely and lawfully operate automotive vehicles and associated equipment
- Hearing and recognizing the normal range of sounds in terms of loudness, pitch, tone, patterns or rhythms, or duration
- Remaining alert or vigilant and reacting to infrequent but important events or specific details within a stream of information (e.g., alarms, radio)
- Seeing detail at various distances (e.g., normal reading distance, beyond arm length) and reading ordinary/small print
- Must pass all phases of the selection process including a medical evaluation, drug screen, and physical performance test
- Heavy lifting (up to 75lbs) is required

WORKING CONDITIONS

- Police facility environment as well as field assignments as it relates to installations and other police duties
- Assignment duty hours may be any time and adjusted as such with little notice. Department operates twenty-four (24) hours a day, every day of the year, including weekends and recognized holidays
- Interact with public in a variety of situations
- Exposure to outdoor weather conditions including extreme weather situations
- Exposure to hazardous or life threatening situations
- Exposure to heights

SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Good knowledge of:

- public safety and security procedures and strategies to effectively enforce laws and protect lives and property

- Federal, State and City criminal and traffic laws and ordinances and related Department policies and General Orders
- geographical locations in the City of Chicago, the State of Illinois and contiguous 48 states
- traffic operations and city's street address grid
- Knowledge of applicable City and department policies, procedures, and regulations
- computer and mobile technological understanding and applied knowledge

Skills

- *CRITICAL THINKING – Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems
- *COMPLEX PROBLEM SOLVING – Identify complex problems and review related information to develop and evaluate options and implement solutions
- *JUDGEMENT AND DECISION MAKING – Consider the relative costs and benefits of potential actions to choose the most appropriate one
- *ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- *RESOLVING CONFLICTS AND INFLUENCING OTHERS - Resolve disputes between groups and individuals; negotiate with others to influence behaviors, opinions; deal effectively with various members of the public; handle upset and injured victims, get people to cooperate
- *ORGANIZATIONAL AWARENESS AND COMMITMENT - Remain firm in one's allegiance to the Department's core values and faithful in pursuit of the Department's mission despite obstacles or opposition; follow Department policies and regulations and show support for their intent and value; demonstrate positive regard for the Department and personal role; show respect for members in positions of authority; work in a chain-of-command environment
- *SERVICE ORIENTATION – Actively look for ways to help people
- *SOCIAL PERCEPTIVENESS – Be aware of others' reactions and understand why they react as they do

Abilities

- *COMPREHEND ORAL INFORMATION – Listen to and understand information and ideas presented through spoken words and sentences
- *PUBLIC SPEAKING - Make formal presentations before large or small audiences
- *SPEAKING – Communicate information and ideas in speaking so others will understand
- *ACTIVE LISTENING – Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times
- *COMPREHEND WRITTEN INFORMATION – Read and understand information and ideas presented in writing
- *WRITE – Communicate information and ideas in writing so others will understand.
- *MEMORIZATION – Remember information such as words, numbers, picture, and procedures
- *RECOGNIZE PROBLEMS – Tell when something is wrong or is likely to go wrong
- *REACH CONCLUSIONS – Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

- *MAKE DECISIONS AND SOLVE PROBLEMS – Analyze information and evaluate results to choose the best solution and solve problems

Other Work Requirements

- *ANALYTICAL THINKING – Analyze information and use logic to address work or job issues and problems
- *ATTENTION TO DETAIL – Pay careful attention to detail and thoroughness in completing work tasks
- *COOPERATION – Be pleasant with others on the job and display a good-natured, cooperative attitude
- *CONCERN FOR OTHERS – Demonstrate sensitivity to others' needs and feelings and be understanding and helpful on the job
- *SELF CONTROL – Maintain composure, keep emotions in check even in very difficult situations, control anger and avoid aggressive behavior
- *STRESS TOLERANCE – Accept criticism and deal calmly and effectively with high stress situations
- *PERSISTENCE – Persist in the face of obstacles on the job
- *DEPENDABILITY – Demonstrate reliability, responsibility, and dependability and fulfill obligations
- *INITIATIVE – Demonstrate willingness to take on job challenges
- *INTEGRITY – Be honest and avoid unethical behavior
- *ADAPTABILITY/FLEXIBILITY – Be open to change (positive or negative) and to considerable variety in the workplace
- *LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
February, 2017